

## Minutes of ESD Safety Committee Meeting 26 October 2005

Attending: Seiji Nakagawa, Tim Kneafsey, Todd Wood, Jil Geller, Kryshna Aviña

Critical Items:

*No critical items.*

Other Items:

1. **Minutes Approved.**
2. **Communications**—There was a recent case at ESD where someone did not know to go to Medical when they had an ergo discomfort. The individual mentioned to Bo that their arm hurt. Bo asked Maryann to follow up. A week later, the individual still had not sought help from medical. The individual went to Medical, and fortunately, it turned out to be a first-aid incident. The supervisor learned about the ergo problem only after their employee went to Medical.

There has been an emphasis on supervisors communicating with their employees regarding safety. A supervisor is obliged to communicate the resources available to the employee; however, the employee has to take some form of responsibility for their own safety. The above was a case where both the supervisor and employee should have communicated better. *Action: Jil will reiterate the importance of communication between employee/supervisors in the next ES&H@ESD email.*

In the ESD Townhall Meeting this week where there will be a slide or two devoted to ES&H at ESD. In addition to this communication, the Safety Committee Members must remember to speak out proactively on safety topics at their respective department meetings. As a suggestion, we can point people's attention to a few topics from the monthly emails, as well as our meeting minutes. It is also a good practice to solicit from the departments any issues that they would like to bring up.

Jil will show documentation at the end of this ES&H period (June 2006) to show how Safety Committee Members have communicated to their respective departments. *Action: The Safety Committee Members (SCM) to send email to Jil documenting their communications with their departments.*

3. **Ergo Walkthrough Progress, Lab Issues**—The Walkthrough was an eye-opening experience. You can have a good-looking lab, but it may be not ergonomically safe. Some findings included:

There were microscope stations that weren't really stations. They were not set up ergonomically. Also, for periods of extended standing, having floor pads in place would improve ergonomic safety.

Rob Connelly asked Jeffrey Chung to write some ergo-guidelines for ESD labs. Jil will distribute these draft guidelines to the SCM and will request any feedback on how to implement these guidelines. In addition, Jil will continue the walkthroughs and gather enough information to issue recommendations. *Action: Jil will email the ERGO Walkthrough Progress.*

Most divisions have their own staff providing ergonomic evaluations. There needs to be an assessment of what ESD's true needs are in terms of ergonomic evaluators. *Action: Jil will work with EH&S to determine if more staff need to be trained to be Ergo Evaluators.*

4. **IFA Findings**—Rob Connelly led 11 people in this appraisal. There was a meeting with Jil, Rob, Bo, and Phyllis Pei following the appraisal. There were 84 non-compliances. Although they were low-risk, it was still a substantial number. There are certain amounts of infractions that an expert will find in an appraisal like this, but there are certain other things that an individual should look at and be able to correct with minimal time, effort, and cost.

Now that we have these findings, Bo does not want any of these repeated again. The hope is that it would become a daily/weekly practice for everyone to inspect their workspace and to make sure that it's safe to work there. A slide corresponding to these findings will be featured at the Townhall this week.

It is important to make people aware of the main things that they need to do in order to have a safe working environment. Perhaps another "At A Glance" showcasing the Top Ten Safety Musts to be distributed by the division. *Action: Jil will work with Maryanne to produce the one-pager, and then distribute to SCM for review/input.*

5. **EH&S@ESD Email for November**—Jil continues to keep a running list of items to be included in each month's emails. *Action: Jil to send out email to SCM for review before it is distributed to the entire Division.*
6. **ES&H Culture Safety Results**—ESD had a 37% response rate—much higher than other divisions. Overall, the survey results showed that employees generally thought that their workplace environment was a safe one. The results will be published by EH&S at a later date.
7. **Pending 10CFR851**—One thing Phyllis Pei noted as she looked at ESD's IFA results was pending legislation that would make the Lab liable for OSHA findings as it is with any nuclear/radiological incident (per PriceAnderson). The Lab's compliance with industry safety standards will possibly be looked at for programmatic non-compliance. EH&S is preparing for this, because once the legislation passes, there will not be much time to react to it. This is one of the reasons that she reacted so strongly to the IFA findings, even though those findings were low-risk. For example, the Lab could be fined for SAA-type regulations with the City of Berkeley, etc. The suite of OSHA regulations has never been something that the Lab has ever been fined for.